

**STATE OF NEW JERSEY**  
**DEPARTMENT OF BANKING and INSURANCE**  
**DIVISION OF BANKING**

**AGREEMENT CONCERNING THE MAINTENANCE OF RECORDS AT AN  
IN-STATE LOCATION**

This Agreement between the New Jersey Department of Banking and Insurance (NJDOBI) and \_\_\_\_\_ (Licensee) which is duly licensed pursuant to the LICENSED LENDERS ACT, N.J.S.A. 17:11C-1 *et seq.* is hereby entered into between the parties to govern the examination of records pertaining to the business of the Licensee conducted pursuant to the Act and required to be maintained by the Licensee.

The parties hereby agree that:

1. A licensee is required to keep its records available to be examined by the NJDOBI at the place or places specified below.
2. The Licensee has requested in writing to be allowed to keep its records in New Jersey at a site other than that specified by law.
3. The NJDOBI agrees that the Licensee may keep its records at the following site located in New Jersey:  
  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. The Licensee agrees, in return for being permitted to keep the records at the site specified in #3 above, that the NJDOBI may elect:
  - a) to have the Licensee produce the records, which the NJDOBI shall designate, at a site in this state, which the NJDOBI shall designate, and that the Licensee shall be charged for the examination as for other in-state examinations; or
  - b) to examine the records at the site specified in #3, and that the Licensee shall be charged for the examinations as for other in-state examinations.
5. The above Licensee shall not move the records from the site specified in #3 without permission from the NJDOBI. Where the records are moved pursuant to this subsection, this agreement shall continue in full force and effect, except for the change in the address set forth in #3 above.
6. The above Licensee agrees that the NJDOBI may seize the records at any in-state site in the same manner, and for the same reasons, that such records could be seized if they were kept at the site specified by law.

7. The Licensee further agrees to the following condition(s):

RECORDS TO BE PRODUCED WITHIN THREE (3) BUSINESS DAYS OF THE REQUEST OF THE NEW JERSEY DEPARTMENT OF BANKING AND INSURANCE.

8. The NJDOBI reserves the right to rescind this agreement at any time upon notice to the Licensee. Within sixty days of receipt of notice, the Licensee shall comply with the recordkeeping requirements in effect at the time.

For the Licensee:

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Print Name & Title

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Signature

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Date

For the NJDOBI:

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Print Name & Title

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Signature

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Date